



City of Peterborough

# PROFESSIONAL DEVELOPMENT, TRAVEL, AND HOSPITALITY EXPENSE CLAIM FORM

JOB TITLE: Permit Technician

This is an interim claim:  first:  second:

This is a final claim:

**PURPOSE, LOCATION, AND DATE(S):**

OBOA Training Course: HVAC:- House-2012 OBOA Office 200 marycroft Avenue Unit # 7, Training Woodbridge, ON L4L 5X4 March 26<sup>th</sup> and 27<sup>th</sup>, 2015

**Other Comments:**

Training

EXPENSES						Foreign Exchange \$	CDN TOTALS
DATES (mmm dd/yy)							
<b>Transportation:</b>							
Personal Auto	0.00 km	0.00 km	0.00 km	0.00 km	0.00 km		
51.4 cents/km	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00
Rental Vehicle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Bus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Air	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Registration:</b>	\$395.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 395.50
<b>Accommodation:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Meals:</b> - Breakfast	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
- Dinner	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>Other - Specify:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0.00
<b>TOTALS</b>	\$ 395.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 395.50
Less Interim Claim							\$0.00
Less Purchasing Card							\$395.50
<b>BALANCE PAYABLE (to Claimant)</b>							<b>\$ 0.00</b>

Recoverable: yes  no  If yes, rec

I hereby certify that all the above expenditure was for the purposes stated above.

Date: March 6, 2015

I have examined the above expense claim and

Date: March 9/15